

A Meeting of the Parish Council at The Parish Hall, Great Baddow on Monday 10th November 2014

The Council met at 7.30 pm on **Monday 10th November 2014** in The Parish Hall, Great Baddow. Councillor Mrs J Sosin chaired the meeting.

Present: Councillors Mrs J Sosin, A Sosin, Mrs C Shaw, K Liley, Mrs S Young, K Ronaldson, Mrs D Ronaldson, T Miller, Mrs M Miller, G Jarvis, J Fuller and Mrs V Sadowsky.

In Attendance: The Assistant Clerk of the Council
Two members of the public – to observe
Mike Humphrey – YMCA Youth Worker

450/14 Public Announcements

Cllr A Sosin informed the meeting that an announcement concerning the recording of council meetings was now being made at the beginning of meetings at Chelmsford City Council.

Mike Humphrey entered the meeting at 7.34pm.

451/14 Apologies for Absence

Apologies for absence were received from Cllr T Hatcher.

452/14 Declaration of Interests

There were no declarations of Disclosable Pecuniary Interests, Other Pecuniary Interests or Registered Non Pecuniary Interests.

453/14 Minutes of the Council Meeting – 13th October 2014

The minutes of the Council meeting held on 13th October 2014 were signed as a true statement. Proposed by Cllr Mrs J Sosin and seconded by Cllr Mrs C Shaw.

454/14 Public Question Time

Cllr Mrs J Sosin invited Mike Humphrey to address the meeting, and he outlined the continuing problems that are being caused by the water leak at the Youth Drop In Centre premises in Marrable House, which has resulted in the premises being closed for health and hygiene reasons.

Cllr J Fuller entered the meeting at 7.38pm.

The Youth Workers are continuing to carry out detached youth work but this is very difficult to achieve on the streets, with no base to operate from. As a result, up to 20 young people are not being supervised on a regular basis and this can increase the risk of nuisance behaviour being demonstrated in the area. The caretaker at Marrable House has confirmed tonight that there is still a leak when the water is turned on.

Cllr Mrs J Sosin expressed the appreciation of the Council for the work carried out by Mike Humphrey with the young people of Great Baddow, Cllr Mrs C Shaw suggested that it may be necessary to reconsider the temporary use of the Bell Centre. It was agreed that if the water cannot be reconnected in the next two days, Mike Humphrey should contact the office and a meeting will be arranged with the Chairman, Vice Chairman and the Clerk to discuss the use of alternative accommodation.

455/14 Clerk's Report

1. Dog Waste Bins

A reply has been received from Tim Eaton-Fearne at Chelmsford City Council confirming that they are currently unable to install any new dog waste bins. The Clerk will discuss the replacement of existing bins with the City Council upon her return, and in particular the replacement of the broken bin near St Mary's Church.

2. Bell Centre

The downpipe at the Bell Centre has not yet been investigated. Permission has been given by the owners of the neighbouring land, for it to be used by the builders working on the house opposite, to store rubble from their site. This is to avoid the problems of placing a skip in Bell Street. Cllr Mrs C Shaw queried the amount of time the land has been left idle and the implications for buildings on either side of the plot, due to the steep gradient of the land and the excavation work that has been carried out in very close proximity to neighbouring buildings. Cllr Mrs C Shaw will discuss this with David Saddington, a trustee of the Reading Rooms. Cllr A Sosin noted that a revised planning application had been submitted for this land.

3. Website

A problem remains with the internet browser required for uploading documents onto the website. Firefox has now been installed and Mike Letch will talk to the Administrative Assistant about the matter. It is understood that the problem has occurred because the Parish Council's website does not use Microsoft, and is not being recognised by Explorer. Cllr Mrs S Young asked for a date to be set with Mike Letch for further training with the Administrative Assistant, to be followed by training for the Chairman and Vice Chairman.

4. Sunday Caretaking

The advert for the part-time caretaker/cleaner has not yet been placed and the Clerk will be finalising the wording of the advertisement upon her return from sick leave.

5. New Play Equipment

The Assistant Clerk has spoken to Play and Leisure and the date for installation of the equipment is the week commencing 8th December 2014. Cllr Mrs S Young requested that notices be displayed in the area prior to the work being carried out, to give warning of the temporary closure.

6. Use of Bell Centre car park

Cllr A Sosin enquired whether any further information had been received on this matter, and Cllr Mrs C Shaw informed the meeting that she had spoken to Mr Southee who did not feel it would be possible for him to use the area at the back of the restaurant as it is usually full, and he would be contacting the Parish Council again.

7. Takeaway van in Sandford Mill Lane

Cllr A Sosin informed the meeting that he had read an enforcement report stating that the concrete area constructed for the van at the entrance to Sandford Mill Lane would not be challenged. The Assistant Clerk will circulate any Enforcement Notices received in the office to all councillors.

8. Meeting Dates

Cllr A Sosin enquired whether the list of meeting dates for 2015 had been finalised. The Assistant Clerk replied that the Clerk had met with

Cllr Mrs D Ronaldson to discuss the timetabling of the Planning Committee meetings but the schedule had not yet been updated. This matter will be placed on the agenda for the Council meeting in December.

456/14 Correspondence

1. Carrie Ann Wood – request to use the Recreation Ground on 15th August 2015 for a hog roast. It was agreed that the application should be approved subject to the usual conditions relating to safety and insurance being met.
2. Richard Mitchener – request to use the Recreation Ground for an exercise class. The Grounds Manager has spoken to Mr Mitchener and has confirmed that the class can operate on the perimeters of the ground and will not conflict with any football or cricket matches. The existing boot camp, also operating on a Saturday morning, is in Noakes Place. It was agreed that the application should be approved.

457/14 Reports of the Planning Committee 20th October and 3rd November 2014

The reports of the Planning Committee of 20th October and 3rd November 2014 were presented to the Council by Cllr Mrs D Ronaldson and signed as a true statement by Cllr Mrs J Sosin.

458/14 Report of the Highways and Amenities Committee 20th October 2014

The report of the Highways and Amenities Committee of 20th October was presented to the Council by Cllr A Sosin, proposed by Cllr A Sosin and seconded by Cllr Mrs M Miller.

459/14 Report of the Organisation Methods and Personnel Committee 27th October 2014

The report of the Organisation Methods and Personnel Committee of 27th October 2014 was presented to the Council by Cllr Mrs J Sosin, proposed by Cllr Mrs J Sosin and seconded by Cllr Mrs D Ronaldson.

460/14 Report of the Finance and General Purposes Committee 3rd November 2014

The report of the Finance and General Purposes Committee of 3rd November 2014 was presented to the Council by Cllr Mrs C Shaw, proposed by Cllr Mrs C Shaw and seconded by Cllr A Sosin with the following amendments: Item 372/14, sub heading No.4, additional sentence to be added to read 'This proposal was agreed'; Item 372/14 to be renumbered 441A/14.

461/14 Internal Audit

A copy of the Internal Auditor's report had been circulated prior to the meeting. It was agreed that the recommendations of the Internal Auditor regarding a review of risk assessments, and a review of the effectiveness of internal control arrangements and internal audit, should be approved. Proposed by Cllr Mrs C Shaw and seconded by Cllr A Sosin.

462/14 Local Councils Award Scheme

The Clerk had circulated a report prior to the meeting, following her attendance at a briefing session held by the Essex Association of Local Councils. Cllr Mrs J Sosin explained that there will be three levels of

award, and that the Councils which had formerly held Quality status when the previous scheme was suspended, will automatically be awarded Foundation status for one year until 1st January 2016. The full criteria have not yet been agreed as the new scheme is currently being piloted in several counties, including Essex. It was agreed that the Council should further investigate the requirements for all levels of the status and note the take up by other councils once the scheme comes into place. An update report will be made available for the Council meeting in May 2015. Proposed by Cllr Mrs C Shaw and seconded by Cllr A Sosin.

463/14Planning

It was agreed that the comments prepared by Cllr Mrs J Sosin, and approved at the Council meeting on 13th October 2013, should be submitted to the Department for Communities and Local Government without any amendment.

464/14Matters for Information

- Cllr Mrs D Ronaldson informed the meeting that the Centenary Award Committee had met last week and had made a unanimous decision on the award winner. The Committee also recommended that a second nomination should be put forward to the Burgess Committee, and a third nomination should be resubmitted in 2015.
- Cllr Mrs D Ronaldson informed the meeting that Essex County Council had banned the release of Chinese lanterns or any other form of sky lantern from their property or land with immediate effect. Cllr A Sosin provided a briefing note for the Assistant Clerk and the matter will be placed on the agenda for the next Council meeting.
- Cllr Mrs D Ronaldson reported that David Grigson had been unable to attend the meeting of the Centenary Award Committee due to his admission to hospital, but he had now returned home.
- Cllr K Ronaldson informed the meeting that a Holding Recommendation of Refusal had been made by Essex County Council in relation to the Marrable House application, and a transport survey had been proposed. This will be discussed at the next meeting of the Planning Committee on 17th November 2014.
- Cllr Mrs C Shaw thanked Cllr K Liley for acting on behalf of the Parish Council at the Remembrance Service in St Mary's Church last Sunday. It was agreed that the Parish Council should continue to be represented at the service on a regular basis and the Clerk will write to the Church to confirm this intention.
- Cllr J Fuller stressed the importance of the Council meeting dates being advertised promptly on the website.
- Cllr J Fuller enquired about the arrangements for cleaning graffiti from telephone boxes and other street furniture, and requested an update on the replacement of the bricks that had fallen from the retaining wall at the front of the church. The groundstaff are able to clean any Parish Council areas that require attention, and may be able to replace the bricks, once it has been confirmed that the wall does belong to the Parish Council.
- Cllr K Liley reported that he had welcomed the chance to represent the Parish Council at the Remembrance Service and hoped that the practice would continue.
- Cllr Mrs S Young reported that a hollow had once again been made in the grass at the side of the Community Association's additional parking area. The Assistant Clerk confirmed that this had been reported to Glen

Parkington at the City Council, and the Grounds Manager had roped off the area. Concern was also raised about the area at the back of the ponds in Noakes Place, which is now exposed, due to the clearance of the shrubs in preparation for works to the ponds. Cllr Mrs S Young reported that her dog had fallen into the pond from that area and this raises safety concerns for children playing in the park. Cllr Mrs S Young requested that a meeting should be set up for herself and Cllr K Ronaldson to meet Glen Parkington, to discuss a number of issues concerning Noakes Place.

- Cllr Mrs S Young noted that some football matches had already been cancelled due to muddy pitches, and this was very early in the season for such problems to occur. A query was also raised as to whether a team is charged if they fail to turn up for a booking.

It was resolved that the meeting would be closed to the public and press under the Public Bodies (Admission to Meetings) Act 1960 by reason of the confidential nature of the business to be transacted in the following item

465/14 Bell Centre Lease

1. A timetable had been received from Hurley Porte and Duell for the feasibility study, and this had been circulated prior to the meeting. It was agreed that this should be accepted, and that the Clerk, along with Cllr K Ronaldson and one other member of the Working Group, should arrange to meet the consultant for the initial survey to be undertaken.
2. A response had been received from Lambert Smith Hampton with regard to a break clause in the lease, which proposed a minimum 12 month notice period. It was agreed that this should be accepted.
Proposed by Cllr Mrs S Young and seconded by Cllr Mrs V Sadowsky.

There being no other business, the meeting was closed at 9.04 pm.

Signed.....Chairman.....Date